

PLUMBER SERIES

Code No.	Class Title	Occ. Area	Work Area	Prob. Period	Last Action	Effective Date
3060	Plumber	14	023	6 mo.	Rev.	12-15-07
1930	Plumber Sub-Foreman	14	023	6 mo.	Rev.	12-15-07
1788	Plumber Foreman	14	023	6 mo.	Rev.	12-15-07
1789	Plumber General Foreman	14	023	6 mo.	Rev.	12-15-07

Promotional Line: 104

Series Narrative

Employees in this series perform and/or supervise skilled work in the trade of plumber.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Plumber

3060

Employees at this level perform skilled work in the trade of plumber. They work under direct supervision from a designated supervisor.

A Plumber typically –

1. performs duties peculiar to and normally required in the trade of plumber, following recognized procedures and techniques for such work
2. assigns and directs work of apprentices

Level II: Plumber Sub-Foreman

1930

Employees at this level direct and/or lead and assign work to plumbers and other assigned personnel. They work under direct supervision from a designated supervisor.

A Plumber Sub-Foreman typically –

1. assists in the direction and assignment of work
2. verifies and approves material requisitions of employees being supervised
3. performs duties peculiar to and normally required in the trade of plumber, following recognized procedures and techniques for such work
4. approves time cards
5. acts for supervisor during absences

6. assists in and is responsible for the work of plumbers and other assigned personnel
7. performs other related duties as assigned

Level III: Plumber Foreman**1788**

Employees at this level supervise the work of plumbers and other assigned personnel. They work under general supervision from a designated supervisor.

A Plumber Foreman typically –

1. directs and supervises the work of plumbers and other assigned personnel
2. acts as custodian of tools, equipment, and material used on the job
3. checks time cards and materials
4. performs duties peculiar to and normally required in the trade of plumber, following recognized procedures and techniques for such work
5. verifies and approves material requisitioned by employees being supervised
6. maintains records
7. performs other related duties as assigned

Level IV: Plumber General Foreman**1789**

Employees at this level, are assigned overall responsibility for plumbing work of all university buildings, and are responsible for the general supervision of the work of Plumbers and other assigned personnel. They work under general supervision from a designated supervisor.

A Plumber General Foreman typically

1. plans and organizes plumbing and related work performed by Plumbers and other assigned personnel
2. directs the work of Plumbers or other assigned personnel, either in person or through intermediate supervisors
3. coordinates directly or through intermediate supervisor plumbing and related work performed by Plumbers or other assigned personnel, the work of other related classifications, outside vendors, and contractors
4. is familiar with and directs work required in compliance with prevailing codes and with current procedures and techniques in the plumbing trade
5. is responsible for the safekeeping of tools, equipment, and materials on jobs; exercises control of time spent on jobs, materials ordered and/or consumed, and the timely receipt of materials; estimates costs and maintains records of work performed

6. supervises directly or through subordinate supervisors employees performing plumbing work
7. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS REQUIRED FOR ENTRY INTO:

Level I: Plumber

3060

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (A) Certificate of completion of apprenticeship as a Plumber under a registered Bureau of Apprenticeship and Training program.

OR

- (B) Experience sufficient to qualify as a journeyman Plumber, with a minimum of five (5) years of actual work in the trade, which may have included apprenticeship and/or applicable vocational training. The trade for this purpose shall include work normally performed by Plumbers.
2. Possession of **current** State of Illinois Plumber's License.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Knowledge and ability to do manual labor or mechanical operations customarily performed by journeyman plumbers in plumbing construction, installation, repair, and maintenance

Level II: Plumber Sub-Foreman

1930

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (A) Certificate of completion of apprenticeship as Plumber under a registered Bureau of Apprenticeship and Training program **AND** two (2) years of applicable experience.

OR

- (B) Experience sufficient to qualify as a journeyman Plumber, with a minimum of seven (7) years of actual work in the trade, which may have included apprenticeship and/or applicable vocational training. The trade for this purpose shall include work normally performed by Plumbers.
2. Possession of **current** State of Illinois Plumber's License.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Knowledge and ability to do manual labor or mechanical operations customarily performed by journeyman plumbers in plumbing construction, installation, repair, and maintenance
2. Supervisory ability
3. Clerical ability

Level III: Plumber Foreman**1788**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (A) Certificate of completion of apprenticeship as Plumber under a registered Bureau of Apprenticeship and Training program **AND** four (4) years of applicable experience.

OR

- (B) Experience sufficient to qualify as a journeyman Plumber, with a minimum of nine (9) years of actual work in the trade, which may have included apprenticeship and/or applicable vocational training. The trade for this purpose shall include work normally performed by Plumbers.
2. Possession of **current** State of Illinois Plumber's License.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Knowledge and ability to do manual labor or mechanical operations customarily performed by journeyman plumbers in plumbing construction, installation, repair, and maintenance
2. Supervisory ability
3. Clerical ability

Level IV: Plumber General Foreman**1789**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. Experience sufficient to qualify as a journeyman plumber, with a minimum of ten years of experience in the trade, which may include apprentice or vocational training.
2. Possession of a **current** State of Illinois Plumber's License.
3. Two years of supervisory work experience related to the trade at the university to be served.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Ability to supervise assigned personnel effectively